

MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, JUNE 23, 2025

I. CALL TO ORDER – ROLL CALL: The Vice-Chair called the meeting to order at 6:30 P.M. at the Library Annex (Civic Center) located at 404 N. Main St., Elgin, TX.

COMMISSION PRESENT: Vice-Chair Ronnie Creppon, Berney Williams, Dorothy McCarther, Scott Mackay, Taylor Christian (late arrival).

COMMISSION ABSENT: Chair Antonio Prete, Danica Morgan

STAFF PRESENT: Beau Perry, Director of Development Services; Melissa Lipiec, Planning Technician; William McIlvain, Administrative Assistant; Alyssa Loveday of WGA, Assistant Project Manager

STAFF ABSENT: None

II. PUBLIC COMMENT FOR NON-AGENDA RELATED ITEMS: No members of the public were present to speak on this item.

III. CONSENT AGENDA

1. May 19, 2025 Minutes.

Scott Mackay moved that the Commission approve the consent agenda. Taylor Christian seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

IV. NEW BUSINESS

1. Project #202500004: A Final Plat titled "Final Plat of Primavesta Subdivision Phase 1B" located out of a portion of a parcel of land known by Bastrop County Appraisal District as Parcel 15312, located north of FM 1100 and east of the Peppergrass subdivision.

A. Staff Presentation – Director Beau Perry introduced the property as being part of a Planned Development District approved by City Council whose previous phase was approved by PZC in February of 2024, and which this phase directly continues from.

B. Applicant Presentation – Keith Schauer of Doucet & Associates was present to field questions. Berney Williams asked about the amount of parkland dedication marked on the associated table but which wasn't present in this phase, and Director Perry clarified that the table serves as a tracker for parkland dedication per phase but that the overall dedication is for the development as a whole and does not need to be portioned by phase. Berney Williams also asked about the phrasing of the engineer's note and whether the plat adheres to "city ordinance" vs. "the PDD document," and Director Perry pointed out Note 15 which addresses adherence to PDD Ordinance 2022-04-05-15.

C. Open Public Hearing – The public hearing was opened at 6:44 P.M. No member of the public was present to speak on the item.

D. Close Public Hearing – The public hearing was closed at 6:44 P.M.

E. Discussion – The Commission discussed the arrangement of roadways and connections to major roads as well as other subdivisions. Director Perry outlined the positioning of future phases. Scott Mackay asked about improvements to FM 1100 to support the growth and Director Perry communicated that it is TxDOT's purview and on their 2040 agenda to discuss.

F. Consideration – Scott Mackay moved to approve the final plat as presented. Berney Williams requested a modification to the motion to approve the plat contingent on adherence to notes from the absent Chair Antonio Prete. Scott Mackay accepted the modification and amended his motion to approve the final plat contingent on adherence to notes submitted by the Chair. Berney Williams seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

IV. NEW BUSINESS (Cont.)

2. Project #202400039: A Final Plat titled "Lund Subdivision Section 1 Phase 1" located out of a portion of a parcel of land known by Bastrop County Appraisal District as Parcel 15702 and known by Travis County Appraisal District as Parcel 358788, located north of Rolling Meadows on the east side of County Line Road.
 - A. Staff Presentation – Director Beau Perry presented the property as being part of a Municipal Utility District which would be privately owned and maintained by the MUD entity and not by the City or the County. The preliminary plat was approved in December of 2023 and the Development Agreement has been amended and approved by City Council. Taylor Christian clarified a typo in the Staff Report that the previous instance of this plat had 212 and not 2120 lots.
 - B. Applicant Presentation – Tim Holland with Gray Engineering was present to field questions. He addressed the removal of alley-loaded lots as being preferable to the builder and that their designs for this phase did not support it.
 - C. Open Public Hearing – The public hearing was opened at 7:01 P.M. No member of the public was present to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 7:01 P.M.
 - E. Discussion – Taylor Christian asked about the parkland dedication and Director Perry confirmed that the listed required dedication is a running total that isn't necessarily covered in this phase. Berney Williams asked what happens if a developer abandons a project without including the required parkland in a later phase, and Director Perry explained that because there is a signed Development Agreement outlining the required parkland any future developer wanting to develop the space would be required to adhere to that contract. Taylor Christian also asked for details about the Amenity Center lot, which Director Perry elaborated on.
 - F. Consideration – Berney Williams moved to approve the final plat as presented contingent on adherence to notes submitted by the Chair. Taylor Christian seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.
3. Project #202300194: A Final Plat titled "Harvest Ridge Section 7" located out of a portion of a parcel of land known by Bastrop County Appraisal District as Parcel 15378, located east of the existing Harvest Ridge subdivision.
 - A. Staff Presentation – Director Beau Perry presented the property as being part of a Municipal Utility District which has had a preliminary plat approved in December of 2022 and then amended in January of 2024. This phase was originally scheduled for a Commission meeting in June of 2024 but withdrawn following the cancellation of that meeting and revised for now. Director Perry also explained that the Development Agreement allows for cottage home lots of minimum 3,600 square foot lot size and so the developers have decreased some lot sizes to add more lots within the allowed limit before needing to amend their DA with City Council.
 - B. Applicant Presentation – John Kim of BGE Inc and Angelica Andersson of Brohn Homes were present to field questions.
 - C. Open Public Hearing – The public hearing was opened at 7:10 P.M. No member of the public was present to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 7:10 P.M.

